

WIAB 10-09

DATE: April 28, 2010
TO: All WIA Subrecipients
FROM: Dwight A. Johnson, Administrator, Employment and Training
SUBJECT: PY 2009 WIA Monitoring Review

The state Workforce Investment Act (WIA) Monitoring Review is scheduled for this quarter. All subrecipients, identified in the table on page 2, will be monitored for compliance with WIA Act, its regulations, rules, policies, local plans, contracts, financial management and WIA Management Information System program management.

This year's monitoring also includes efforts subrecipients have made on implementing and operating American Recovery & Reinvestment Act (ARRA) and National Emergency Grant (NEG) programs.

The review will have the same format as previous monitoring visits outlined in WIAB 09-06, dated February 16, 2007. Desk level monitoring, consisting of reviewing participant and contract files and various financial reports, will be conducted in the Employment and Training Division. You may also be contacted by your regional liaison for clarification or additional information should the need arise.

If regional liaisons have not already done so, they will be contacting subrecipients within the week to coordinate dates and times for site visits. Liaisons will view case notes, content and other pertinent information in participant files at the subrecipient site.

Each liaison is currently reviewing enrollment and exit reports to determine the number of files to review. A sample will be taken from each region's programs (Adult, Youth, Dislocated Worker, ARRA, and NEG) to determine the total number of participant files to be reviewed. Liaisons will forward the list of selected participants to each subrecipient in preparation for the site visit.

If you have any questions or concerns about this review, please contact your regional liaison.

PY 09 WIA Monitoring Review
April – June 2010

Monitor	Region	Subrecipient
Diana Parenteau	1	NIC IDOL (file review)
Kelly Curry	2	IDOL (file review)
Julia Browning	3	IDOL – Multiple sites & File Rev Office on Aging (State Contract)
Jennifer Hemly	4	IDOL (file review) MVYAS
Dave Hanchett	5	IDOL (file review)
David Hertling	6	IDOL – Rexburg LO AFL-CIO (State Contract) ECIPDA (State Contract)